

.

---

**From:** Corbett, Kate (DPH)  
**Sent:** Thursday, June 28, 2012 11:41 AM  
**To:** Glazer, Lisa (DPH); Saunders, Della (DPH); Salemi, Charles (DPH); Frasca, Daniela (DPH); Renczkowski, Daniel (DPH); Medina, Nicole (DPH); Piro, Peter (DPH); Tran, Mai (DPH); Lawler, Michael (DPH); Lleshi, Hevis (DPH); O'Brien, Elisabeth (DPH); Zanolli, Janice (DPH); Sprague, Shirley (DPH); Phillips, Gloria (DPH)  
**Subject:** FW: FW: Drug Lab IT Needs

Hi,

Brian Silvia (IT guy from MSP) sent me the link to access our timesheets online. He wants to make sure everyone can access it. So please click on the link below and enter your info (the user name and PW are your employee ID #). He said not to enter your time online until we receive training, however, he walked Nicole and I through how to use it so if anyone has any questions you can ask either one of us or Brian directly. Just a heads up, everything is entered in in military time.

Kate

---

**From:** Silvia, Brian (DOC) [<mailto:brian@doc.state.ma.us>]  
**Sent:** Thursday, June 28, 2012 11:11 AM  
**To:** Corbett, Kate (DPH)  
**Subject:** Re: FW: Drug Lab IT Needs

<http://170.154.192.211/paystation2/>

>>> "Corbett, Kate (DPH)" <[kate.corbett@massmail.state.ma.us](mailto:kate.corbett@massmail.state.ma.us)> 6/22/2012 9:39 AM >>>  
Hi Brian,

Attached is the computer access form. I hope I filled it out properly, let me know if I need to change anything.

Thanks,

Kate Corbett  
Chemist II  
Drug Analysis Lab  
Dept of Public Health  
305 South St.  
Jamaica Plain, MA 02130  
phone (617) 983-6632  
fax (617) 983-6625

---

**From:** Nassif, Julianne (DPH)  
**Sent:** Thursday, June 21, 2012 5:24 PM  
**To:** Corbett, Kate (DPH); Frasca, Daniela (DPH); Glazer, Lisa (DPH); Lawler, Michael (DPH); Lleshi, Hevis; Medina, Nicole (DPH); O'Brien, Elisabeth (DPH); Piro, Peter (DPH); Renczkowski, Daniel (DPH); Salemi, Charles (DPH); Saunders, Della (DPH); Tran, Mai (DPH); Farak, Sonja (DPH); Hanchett, James (DPH); Pontes, Rebecca (DPH); Salem, Sharon (DPH)  
**Cc:** Connolly, Grace (DPH)  
**Subject:** FW: Drug Lab IT Needs  
**Importance:** High

Hello,

Attached is a computer access form for the Massachusetts State Police. Since the MSP is in another computer domain, it is important to establish a new account for each of you in that system to ensure uninterrupted computer service on July 1<sup>st</sup>

Please complete and email to Brian Silvia at [brian@doc.state.ma.us](mailto:brian@doc.state.ma.us). As soon as possible.

Thanks, Julie

---

**From:** Connolly, Grace (DPH)  
**Sent:** Thursday, June 21, 2012 3:47 PM  
**To:** Nassif, Julianne (DPH)  
**Subject:** FW: Drug Lab IT Needs

Can you pass along to the drug people? Thanks.

---

**From:** Silvia, Brian (DOC) [<mailto:brian@doc.state.ma.us>]  
**Sent:** Tuesday, June 19, 2012 2:49 PM  
**To:** Caloggero, Dina (DPH); Normand, Michael (DPH)  
**Cc:** Connolly, Grace (DPH); Bauer, Luis (DFS)  
**Subject:** Drug Lab IT Needs

Good afternoon,

Would it be possible to have the staff moving over fill these out so I can get the process started? How would I get to Amherst staff? They can send back electronically if possible

Again thanks for all of your help

B